Debriefings

- **Debriefing to Unsuccessful Offerors**
  - **Before Award**
    - **Offerors excluded from competition**
  - **Post-Award**
    - **Both successful and unsuccessful Offerors**
- **Debriefing of Offerors may be done orally, in writing or other method acceptable to the Offeror**
- **Use the Charts from the SSA Decision Briefing**
  - Show each Offeror his Strengths/Deficiencies/Weaknesses
  - Demonstrate the fairness and integrity of the source selection process
  - Assists Offeror in understanding evaluation for future business

Debriefings (Con't)

- **Promote Open and frank exchanges of information with Offerors after award**
  - Demonstrate the fairness and integrity of the source selection process
  - Can reduce unnecessary protest
  - **Improve future proposals**
- **Some contractors will be emotional about losing--be prepared!**
  - The debriefing is not a forum for debate

Debriefings (Con't)

- **Avoid comparing proposals!**
  - No point-by-point comparisons of the debriefed offerors proposal with those of other offerors.
  - No release of information prohibited from disclosure (FAR 24.202) or exempt under FOIA
- **Official summary of debriefing shall be included in contract file**